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SAINT PAUL LONG-RANGE CAPITAL IMPROVEMENT BUDGET COMMITTEE MEETING

Monday, October 10, 2011 at 3:30 p.m.

City Hall, Room 42

Members Present:	Monica Bryand, Jacob Dorer, Diane Gerth, Becca Hine, Melanie McMahon, Gene Olson, Dave Pinto, Paul Sawyer, Pat Sellner, Michael Steward, Gary Unger
Members Excused:	Deb Jessen, Mark Miazga, Eric Mitchell, D'Ann Urbaniak Lesch
Members Absent:	Jason Barnett, Darren Tobolt, Avi Vishwanathan
Visitors and City Staff Present:	Jody Martinez, Bryan Murphy, Brian Tourtelotte (Parks and Recreation) Paul Kurtz (Public Works) Bob Geurs, Betsy Hammer, John McCarthy, Jon North (Office of Financial Services)

1. Convene

No quorum as of 3:42, so Ms. Gerth (CIB Vice-Chair) suggested starting with Item 6, updates from the previous meeting. She explained that Ms. Urbaniak Lesch (CIB Chair) was ill and would not attend the day's meeting.

At 3:49, a quorum was reached and the meeting was officially convened.

2. Approval of Agenda

Mr. Olson moved approval, Ms. Bryand seconded. Committee voted all in favor.

3. Approval of September 12, 2011 Meeting Minutes

Ms. Hine moved approval, Mr. Olson seconded. Committee voted all in favor.

4. Chair's Comments

5. Action Items

Office of Financial Services – Bob Geurs

RES PH 11-11xx: Amending the 2011 CIB and general debt budgets to reflect the issuance of general obligation bonds to acquire the Griffin Building (the police headquarters) from Ramsey County, for a debt service savings of approximately \$160,000 per year, and to refund the 2004A CIB bonds.

Mr. Geurs introduced himself and explained the resolution as an opportunity to exercise an option to buy the Griffin building where the St. Paul Police Department is located. The city has leased this building from Ramsey County since 2003. Mr. Geurs explained that city administration started working on a plan to purchase the building a few months ago, and it will save about \$160,000 per year through 2023 because interest rates are so low. He said that the city is proposing to make this a CIB project for 2011 and to do a competitive bond sale to issue GO bonds at about a 2.2% interest rate. Mr. Geurs said that the plan will go to the City Council in early November, and that staff are also working to refund 2004 CIB bonds which will save about \$80,000.

Mr. Unger moved approval, Mr. Olson seconded.

Ms. Hine asked if Ramsey County currently pays for maintenance on the Griffin Building. Mr. Geurs explained that the city has been maintaining the building and making lease payments since entering into the lease. He noted that money to make improvements came through bonds, and the building has been more expensive than anticipated.

Mr. Dorer asked if this project might run into a situation like the Police public safety annex. Mr. Geurs said that a lot of money was put into making the facility work for police, and the building is fully utilized. He noted that the police are not planning to move any place else. Mr. Dorer asked if this is the same facility that came up with several projects related to expansion during the CIB proposal process. Mr. Geurs said the city is going forward with a look at several department maintenance needs to see if there are different ways to finance them other than the CIB process.

Mr. Pinto asked how the city could issue additional bonds, noting the statutory ceiling. He asked if these were under separate authority. Mr. Geurs explained that generally the city issues CIB bonds under special law of 1970s, but there are some exceptions for public safety facilities. By putting together a plan with a public hearing, the city can issue some bonds without a referendum. The bonds are general obligation, but have a different authority and are longer term than typical CIB bonds. He explained that this authority was also used this for Fire Station 1/1 and the Western District Police station. Mr. McCarthy added that this new bond issue does not add to the overall debt burden, because it swaps existing lease payments for new debt payments.

Mr. Steward asked about the current lease. Mr. Geurs explained that it goes through December 21, 2023. The city is exercising a purchase option that has been in the lease. Mr. Steward asked about the police department response to this request. Mr. Geurs said they are in favor of proceeding, and there will be a discussion with Council later about how savings will be used.

Committee voted all in favor, none opposed.

RES PH 11-11xx: Amending the 2007 CIB budget and 2011 debt service operating budget to reflect required technical changes to close out the Western District Police Station project in the amount of \$126,741.

Mr. Geurs explained the proposal, noting that the city had authority to finish the project last year but due to administrative error it was never officially finished, so there is no budget authority to close it out. He said that no new money was found, this proposal just gives authority to finish out project. He explained the project was about \$10.7 million when completed.

Mr. Unger moved approval, Mr. Olson seconded.

Ms. Gerth said the proposal seemed pretty technical. Ms. Hine asked for clarification. Mr. McCarthy explained that the original amendment came in late 2010 as part of a list of projects that were done but needed amendments so spending and financing were even. He said there is no additional money and that the fix is merely technical to correct project accounting.

Committee voted all in favor, none opposed.

Parks and Recreation – Jody Martinez

RES PH 11-1105: Authorizing the Department of Parks and Recreation to accept donated funds of \$65,000 from AMVETS Post #5 and amend the current capital budget to construct the Plaza de Honor memorial on Harriet Island.

Ms. Martinez explained the project, saying that the AMVETS group worked to raise private dollars and just got it all finalized. Parks needs these additional donated funds to award the project.

Ms. Hine moved approval, Mr. Dorer seconded.

Mr. Dorer asked if the plaza project come through the CIB process. Ms. Martinez explained that it was part of the Xcel refund money. Mr. McCarthy explained that the project came to the CIB Committee, but did not go through the full process because the Xcel refund money was not a typical funding source and it came about outside of the normal CIB process. The money used for one time capital projects. Mr. Dorer asked if the project is for all vets. Ms. Martinez confirmed that it's for all veterans. Mr. Dorer asked if it's in the Harriet Island rounds. Ms. Martinez explained the location – through the levy opening, in the area by the existing American flag by river. She said it will be worked it into existing plaza design and integrated so it looks like it belongs. Mr. Dorer asked if there would be any problems with trucks driving on it. Ms. Martinez noted that it's off the main drive so there shouldn't be any problems.

Committee voted all in favor, none opposed.

RES PH 11-1116: Amending the budget in the Department of Parks and Recreation by adding a \$20,000.00 Financing and Spending Plan for a Capital Region Watershed District (CRWD) contribution towards pervious pavers for construction of the Crosby-Elway Parking Lot

Ms. Martinez noted that this project came up at the last minute. She explained that it's the parking lot off Shepard Road, and uses Legacy funding. Ms. Martinez explained that Parks did the design to use pervious pavers in the parking lot even though it wasn't required. However, bids came in so high that they had to take the pavers out of the design. Parks approached the Capital Region Watershed District, and they agreed to donate the money for pervious pavers in this small 12-car parking lot.

Ms. Gerth asked if there was any chance of getting stormwater credits even though the project was below the minimum. Ms. Martinez said she wasn't sure.

Ms. Bryand moved approval, Mr. Sawyer seconded. Committee voted all in favor, none opposed.

Public Works – Paul Kurtz

RES PH 11-1110: Amend spending & financing plans for the Ruth Street Bike Lanes project and Set up a new project for work related to the emergency reconstruction of the failing retaining wall at 220 Marshall Avenue.

Mr. Kurtz reminded Committee members that at the last meeting, he came to ask to move funding from the Ruth Streets Bike Lane project into a complete streets study and the Committee recommended approval of it. He explained that this project is the remainder of the Ruth Streets Bike Lane project money. Mr. Kurtz told the Committee the story: a property owner called and said a Public Works retaining wall in their yard is failing. The property is located on the grassy area to north of Dayton Avenue before Marshall. The rock wall is crumbling. The city can't find any records that show Public Works ever owned that wall, but the property owners also have no records of wall ownership. The wall is directly on the property line between public ROW and private property. Public Works talked to the City Attorney, and she recommended some sort of 50-50 deal. Mr. Kurtz explained that the wall is too expensive to repair, so Public Works is recommending a new wall in front of the existing wall. The city will pay for the wall, and the property owner will be responsible for everything from that point on. The property owner agreed, and there is a signed agreement with City Attorney approval. If the wall had failed, it would be a risk/liability to the city. Mr. Kurtz said this project is an emergency situation, but since there was some additional money in the Ruth Street bike lanes project Public Works is helping to solve the emergency.

Ms. McMahon asked if the new wall would be in the public right of way. Mr. Kurtz said no, that the entire wall will physically be on the property owner's property.

Ms. Hine moved approval, Mr. Olson seconded.

Ms. McMahon asked if the property owners would be responsible for the old wall. Mr. Kurtz said it will be part of the ground and backfill.

Ms. Hine asked if the wall is actually retaining earth. Mr. Kurtz said yes, there is a drop down to the yard.

Mr. Dorer asked about the location of the fence in the strangely shaped lot. Mr. Kurtz said it's directly behind the building. Mr. Dorer asked about the apartment building near by. Mr. Kurtz said the city talked to them and showed what could happen but the property owner chose not to address it and that wall is not currently in danger of failing. That fence is also on the line, a continuation of the failing wall but in better shape.

Mr. Sellner asked if Public Works maintained a list of retaining walls. Mr. Kurtz said yes.

Committee voted all in favor, none opposed.

RES PH 11-1111: Amend the spending and financing plans of the 2008 Signal Installation Program to reflect additional financing for the Arlington - Jackson Traffic Signal Project.

Mr. Kurtz said this is a pretty straightforward project. Jackson is a county state aid road and Public Works needs to add the county funding to the project. Mr. Kurtz said that the agreement is processed, the signal is built, and this is a formality to put the money into the project.

Mr. Unger moved approval, Mr. Olson seconded. Mr. Dorer asked if the Committee could do one vote for all signaling projects but Ms. Gerth said the Committee would hear each separately.

Mr. Unger said he remembered this signal being removed as a budget saving measure several administrations ago. He asked why the city would put it back in if it saved money. Mr. Kurtz explained that studies are done before signals are put in, so it was warranted.

Committee voted all in favor, none opposed.

RES PH 11-1112: Amend the spending and financing plan for the 2010 Signalized Intersection Safety Improvement Program to reflect additional Trunk Highway Funding for the Robert - Cesar Chavez Traffic Signal Project

Mr. Kurtz said this is much like previous one, with the only difference being location. Robert is a trunk highway so they will pay half the cost and Public Works needs to add this money in. He added that this is exactly why the city needs the signalized safety annual program: when county or state comes through, funding is available.

Ms. McMahon moved approval, Ms. Hine seconded.

Mr. Steward asked what exactly the project did and noted that it's a very confusing intersection. Mr. Kurtz said he wasn't sure, but they did some signal work and probably ADA updates and things like that. Basically, the project upgraded the signal system to meet current design standards. Mr. Kurtz said he would follow up with details.

Committee voted all in favor, none opposed.

RES PH 11-1113: Amend the spending and financing plans for the 2011 Bike, Pedestrian & Traffic Safety Improvement Program to reflect additional Trunk Highway financing for the ADA Improvements at the intersections of Snelling & Marshall and West 7th Street, Lexington Parkway & Montreal Avenue.

Mr. Kurtz said this project is the same thing: accepting money for the trunk highway. He said this is not only signal work, but ADA updates on quadrants, crossing signals, and other revisions to intersections.

Mr. Olson moved approval, Mr. Sellner seconded. Committee voted all in favor, none opposed.

RES PH 11-1114: Amend the spending and financing plans for the 2011 Signalized Intersection Safety Improvement Program to reflect additional Trunk Highway funding for the Arcade - Minnehaha Traffic Signal Reconstruction Project.

Mr. Kurtz said once again that this is trunk highway funding used to update an existing signal system. This formalizes the agreement with MN Dot. He said he could find out specifics but basically the project was traffic signal revisions.

Mr. Unger moved approval, Mr. Sawyer seconded. Committee voted all in favor, none opposed.

6. September CIB Committee Meeting Follow Up

A. Public Works – Paul Kurtz

- Snelling Green Streets

Mr. Kurtz said a Committee member asked about plans to rebuild Snelling and how the Snelling Avenue Greenstreets proposal would fit into that – if it would make sense to do them at the same time. Mr. Kurtz said the City has no plans to reconstruct Snelling, but there are probably a couple things in the works that may have people a little confused about Snelling. MN Dot is planning to do mill and overlay on Snelling from Montreal to Selby, and also do ADA ramps and updating. The project was just about ready to go, but some additional easements were needed so the state postponed the work until next year. Another project is on the north end of Snelling up by fairgrounds, MN Dot was going to do some joint repair work. Mr. Kurtz said he did not know the status of this project. He reminded the Committee that the Snelling Avenue Greenstreets project was recommended by the CIB Committee, but during the Mayor's review Public Works said maybe take a step back since MN Dot is planning to do a very comprehensive study of Snelling soon – they have an RFP ready to roll out. The study will cover a large portion of Snelling and look at all kinds of things, especially interested in Snelling and University and making it a more urbanized look and feel and considering traffic calming techniques. Mr. Kurtz said Public Works recommended letting MN Dot do their work before the City recommends funding for the green streets project. Finally, Mr. Kurtz explained that the Northwest Traffic Study is focusing on an area with I-94 on the south end, Snelling on the east side, and everything north and west of there. The project is looking at getting another roadway to take pressure off Snelling, maybe Vandalia north to Larpenetour, and studying it.

- Ruth Street Reconstruction

Mr. Kurtz explained this project will be done next year and was recommended by the Streets and Utilities Task Force and the CIB Committee. In taking a second look at the project, Public Works is going to make use of existing curbs because they are in pretty good shape, doing spot repairs as needed. Also, the project will make use of existing lantern lighting. Mr. Kurtz explained that City Council President Lantry and the community wanted to keep the curbs and lights. These changes reduced the cost of the project to sidewalks, some curbs, and roadway portion. This resulted in cost savings. Mr. Kurtz noted that the project will still be done and look great.

B. Parks and Recreation – Jody Martinez

- Asphalt Restoration

Ms. Martinez introduced Mr. Tourtelotte and Mr. Murphy. Mr. Tourtelotte showed the CIB Committee a PowerPoint with before and after photos of various recent asphalt restoration projects.

Mr. Dorer noted that there was a huge backlog in this project. He asked who manages this fund, who says why we're not doing any paving this year, and lets the backlog get up there. He asked why there is a program that doesn't get used until it gets cut. Ms. Martinez explained

that the program was going through some shifts – at one point, Parks tried to use this as reserve for matching grants but that was not very successful. Parks also explored working with Public Works to get on their bandwagon for paving streets and trails. Ms. Martinez said there is still some discussion there but hasn't really gone anywhere. She explained Parks knows they have all these projects and work, and going forward, they know they'll use it.

Mr. Dorer asked if Parks prioritized projects based on complaints. Ms. Martinez said it's based more on condition. She said Parks relies on operations folks who are out in the field and see things more than designers do. Operations workers tell staff what conditions are like, they look into it, and the process moves on from there.

Mr. Tourtelotte said for many years this was only a trails fund. He wasn't sure what year it opened up to parking lots, but said that's when the process changed. He said when it was only trails it was more easily managed in terms of understanding the condition of the trails – Parks staff doesn't know parking lots, so that's where operations comes in.

Ms. Hine asked about plans at Crosby, specifically the loop by the wetland. Mr. Tourtelotte said the redesign will concentrate everyone in one area, and the design is being worked on right now. People will be concentrated at the pavilion and instead of the roadway that goes out to the loop, and a walking path will be constructed – maybe a couple paths.

Mr. Dorer asked who should be contacted if someone sees a trail in poor condition. Mr. Tourtelotte said he regularly gets information from the mayor's office regarding complaints.

C. Office of Financial Services – John McCarthy

- Vacant Building Demolitions

Mr. McCarthy directed Committee members to the vacant buildings handout in the meeting packet, and noted that the Committee does not typically recommend this project for funding. He said DSI's goal is to stabilize program. Ms. Gerth asked if the program is funded entirely by CDBG. Mr. McCarthy confirmed that this portion of the program is funded through CDBG.

Ms. Hine asked if DSI has its own demolition fund and asked for CDBG through the CIB process in addition. Mr. McCarthy explained that if the property owner can pay, they are assessed by DSI for the work.

Ms. Gerth asked if since they program uses CDBG, then it only goes towards properties in areas that meet the CDBG income eligibility requirements. Mr. McCarthy said yes.

7. 2012 – 2013 Capital Maintenance Program

- A. Request for sub-committee members
- B. Review sub-committee meeting schedule

Ms. Gerth reminded Committee members that the subcommittee on capital maintenance is coming up. She said the members don't need to be finalized today, and noted that some people already volunteered so the final selection could be done over email. She reminded Committee members that the timeline for the subcommittee is in the packet, and asked members to talk to Ms. Urbaniak Lesch or Mr. McCarthy if interested in serving.

Mr. Dorer asked if a report on all submitted projects could be provided to the entire Committee. Mr. McCarthy said he would send it out to the whole committee.

8. Adjourn

Ms. Hine moved to adjourn, Ms. McMahon seconded. Committee voted all in favor, none opposed.

Meeting adjourned at 4:42.

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